

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1115

TITLE: DIRECTOR OF HEALTH

GRADE: E-14

DEFINITION:

Subject to determination of policy, to plan and direct a County-wide public health program relative to communicable disease control, aid to handicapped children, maternal and child health, control and treatment of chronic diseases and environmental sanitation; to act as advisor for school health programs; and to do related work as required.

ILLUSTRATIVE DUTIES:

Formulates and administers a public health program consistent with the established purposes of the department and adapted to meet the current problems and needs of the County;

Outlines the policies for activities of the department;

Acts as advisor to or liaison with various County departments in order to safeguard the health of the community; selects and supervises personnel; analyzes and resolves administrative problems;

Formulates and justifies budgetary requirements and supervises expenditures;

Explains and interprets the laws, regulations and activities;

Plans and directs an informational program of health activities;

Maintains cooperative relationships with federal, state and local public and private agencies;

Prepares regular and special reports.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the principles and practices of public health administration;

Knowledge of principles of health education;

Knowledge of management, personnel, and budget practices;

Knowledge of medical science and its application to public health;

Knowledge of community resources and trends;

Ability to select, train and supervise;

Ability to analyze administrative problems;

Ability to establish and maintain cooperative relationships with public and private agencies in the field.

EMPLOYMENT STANDARDS:

Graduation from a recognized medical school, preferably including a Master's degree in Public Health, and five years of supervisory or administrative experience in a public health program.

NECESSARY SPECIAL REQUIREMENTS:

Possession of valid state license to practice medicine, and certification by the American Board of Preventive Medicine.